

UNITED STATES DEPARTMENT OF AGRICULTURE

Farm Service Agency
Washington, DC 20250

Notice PS-401

For: State and County Offices

**Processing and Issuing Wool and Mohair Market Loss Assistance
Program (WAMLAP-II) Batch Payments Using APSS Software**

Approved by: Acting Deputy Administrator, Farm Programs



1 Overview

A

Background

The Agriculture, Rural Development, Food and Drug Administration, and Related Agencies Appropriations Act, 2001, provides for a 2nd Wool and Mohair Market Loss Assistance Program (WAMLAP-II) where Commodity Credit Corporation makes payments to wool and mohair producers for wool and mohair produced and shorn during the 2000 marketing year.

County Release No. 457 provided software and Notice PS-393 provided instructions for recording WAMLAP-II applications in APSS.

Notice PS-398 provided additional information for processing WAMLAP-II applications.

County Release No. **461-S** provided updated APSS software for processing batch payments to WAMLAP-II applicants.

Warnings: **WAMLAP-II batch payments cannot be issued until the factored payment rate has been downloaded to County Offices.** An Information Bulletin announcing the download of the payment rate will be issued.

Continued on the next page

Disposal Date

December 1, 2001

Distribution

State Offices; State Offices relay to County Offices

Notice PS-401

1 Overview (Continued)

A Background (Continued)

Before running the WAMLAP-II batch payment process, review important information in:

- subparagraph 2 A concerning assignments
 - subparagraph 2 B and paragraph 5 concerning refused payments
 - subparagraphs 6 A, B, C, and E concerning pre-payment summary reports.
-

B Purpose

This notice:

- authorizes County Offices to issue WAMLAP-II payments
 - provides APSS instructions for:
 - processing payments to WAMLAP-II applicants in a batch process using a predetermined WAMLAP-II payment rate
 - cancelling WAMLAP-II payments
 - printing stored WAMLAP-II Payment Statements during the batch process
 - flagging refused WAMLAP-II payments for applications that were recorded in APSS with multiple producers.
-

Notice PS-401

2 Basic WAMLAP-II Information

A

Basic Facts

Basic WAMLAP-II program information is as follows:

- WAMLAP-II payments are authorized to begin when County Offices receive the "factored" payment rate
- all eligible wool and mohair producers under WAMLAP-II will be paid based on an announced "factored" payment rate in a batch payment process
- total funds available for WAMLAP-II program payments after adjustment for reserve is **\$19,000,000**
- payments are **not** subject to assignment without a waiver
- payments are **not** subject to setoff.

Note: If County Office has accepted a waiver for assignment, contact **Toni Williams** at 202-720-2270 **before** running the batch payment process for instructions on issuing the payment to the assignee.

B

Program Codes and Refused Payments

The WAMLAP-II automated program code for:

- wool:
 - disbursements is "**01WAMLAPW2**"
 - overpayments is "**01WAMLAPW2**"
 - collections is "**01WAMLAPW2**"
- mohair:
 - disbursements is "**01WAMLAPM2**"
 - overpayments is "**01WAMLAPM2**"
 - collections is "**01WAMLAPM2**".

For WAMLAP-II applications that were recorded in APSS with **multiple** producers, individual producers can be flagged for "refused" WAMLAP-II payments **before** the batch payment process is initiated. See paragraph 5.

3 WAMLAP-II Payment Rate Table

A

WAMLAP-II Payments

The WAMLAP-II batch payment process will:

- use system-stored WAMLAP-II application production data to calculate the WAMLAP-II batch payment amount
 - issue the WAMLAP-II payment using an announced factored payment rate calculation of 40 cents or less.
-

B

WAMLAP-II Payment Rate and Program Statistics

WAMLAP-II statistics are as follows:

- number of counties transmitted: 3,081
 - number of counties with WAMLAP-II applications: 1,850
 - number of WAMLAP-II applications: 22,333
 - allowable production in pounds: 45,589,776
 - calculated payment (rate) factor: \$18,235,910.40
 - payment amount at the calculated factor: 0.40.
-

Notice PS-401

4 Getting Started with WAMLAP-II Processing

A

Accessing WAMLAP-II Processing Menu

County Offices shall access WAMLAP-II Processing Menu PCA000 according to the following table.

Step	Action	Result
1	On Application Selection Menu FAX07001: <ul style="list-style-type: none">ENTER "13", "Price Support"PRESS "Enter".	Price Support Main Menu PCA005 will be displayed.
2	On Menu PCA005: <ul style="list-style-type: none">ENTER "10", "Perform Special Functions"PRESS "Enter".	Special Price Support Functions Processing Menu PCA000 will be displayed.
3	On Menu PCA000: <ul style="list-style-type: none">ENTER "5", "Perform Wool and Mohair Marketing Loss Assistance Program (WAMLAP) Functions"PRESS "Enter".	WAMLAP Processing Menu PWA005 will be displayed.
4	On Menu PWA005: <ul style="list-style-type: none">ENTER "2", Perform Wool and Mohair Market Loss Assistance Program (WAMLAP-II) FunctionsPRESS "Enter".	WAMLAP-II Processing Menu PWB000 will be displayed.

Continued on the next page

4 Getting Started with WAMLAP-II Processing (Continued)

B

Menu PWB000

The following is an example of WAMLAP-II Menu PWB000.

COMMAND	PWB000
WOOL/MOHAIR MARKETING LOSS ASSISTANCE PROGRAM - PROCESSING MENU	
<hr/>	
1. Entering and Storing WAMLAP-II Application Data	
2. Delete a WAMLAP-II Application Before Upload	
3. Issuing WAMLAP-II Payments	
4. Canceling WAMLAP-II Payables	
*5. Recording WAMLAP-II Overpayment/Underpayments	
6. Print Stored WAMLAP-II Application Summary	
7. Print Stored WAMLAP-II Payment Statement Data	
*8. Issue Cancelled/Failed WAMLAP-II Payments	
9. Flag Refused WAMLAP-II Payments	
21. Return To Application Selection Menu	
22. Return to Office Selection Menu	
23. Return to Primary Selection Menu	
24. Sign Off	
Enter option and press the "Enter" key	
Cmd3=Previous Menu	

Installing County Releases No. 461 activates option:

- "3" to issue WAMLAP-II batch payments, according to paragraph 6
- "4" to cancel WAMLAP-II payables, according to paragraph 7
- "7" to print stored WAMLAP-II payment statement data, according to paragraph 8
- "9" to flag refused WAMLAP-II payments, according to paragraph 5.

A future software release will enable processing WAMLAP-II corrections, and canceled or failed payments.

5 Flagging Individuals for Refused Payment for the WAMLAP-II Batch Payment Process

A

Flagging Refused Payments

For WAMLAP-II applications that were recorded in APSS with **multiple** producers, **refused** payments **must** be flagged according to this paragraph **before** the WAMLAP-II batch payment process is initiated according to paragraph 6.

WAMLAP-II applications can be flagged for **refused** payment for 1 or more multiple producer(s). To flag a refused payment, on WAMLAP-II Menu PWB000:

- ENTER “9”, “Flag Refused WAMLAP-II Payments”
- PRESS “Enter”.

The following sequence will occur:

- self-explanatory Screens PWB03500, PWB04000, and PWB03010 will be displayed, in that order, and allow the user to identify the WAMLAP-II application number and the contract producer for which a **refused** payment is to be flagged
- Screen PWB90000 will be displayed listing all multiple producers on the selected application allowing the user to ENTER “Y” or “N” after name of producers.

After entries are completed on Screen PWB90000, PRESS “Enter”:

- flagged payments will be refused when payments are processed in the batch
 - WAMLAP-II Processing Menu PWB000 will be redisplayed.
-

6 Processing WAMLAP-II Batch Payments

A

Initiating Batch Payment Processing

To initiate the WAMLAP-II batch payment process, on WAMLAP-II Menu PWB000:

- ENTER “3”, “Issuing WAMLAP-II Payments”
- PRESS “Enter”.

Note: After users PRESS “Enter”, system processing could take several minutes before advancing.

Screen PWB32000 will be displayed and allow for processing these WAMLAP-II functions:

- printing pre-payment summary reports that County Offices are advised to run
- issuing payments in batches.

The following is an example of Screen PWB32000 that will be displayed in the WAMLAP-II batch payment process.

WAMLAP-II PAYMENTS	017-L@GRANT	PWB32000
WOOL/MOHAIR MARKET LOSS ASSISTANCE PYMT. Version: AA02 05-17-01 9:02 Term Y2		

Wool and Mohair Market Loss Assistance Payment Process for Payment Year 2001		
Do you wish to print the WAMLAP-II Pre-Payment Summary Report? (Y or N) ..		
Do you wish to issue WAMLAP-II Payments as a batch process? (Y or N) 20 ..		
Do you wish to issue WAMLAP-II Payments with Setoff? (Y or N) 20 ..		
Do you wish to issue WAMLAP-II Payments with Assignments? (Y or N) 20 ..		
Caution: To flag refused payments return to Menu PWB000 and take Option 9		
Press "Enter" To Continue Cmd7=End Of Job		

Continued on the next page

Notice PS-401

6 Processing WAMLAP-II Batch Payments (Continued)

B

Entries on

Process WAMLAP-II batch payments according to the following table.

Screen

PWB32000

IF the question is...	THEN...
"Do you wish to print WAMLAP-II Pre-Payment Summary Report ?" Note: County Offices are strongly encouraged to run this process.	Enter: <ul style="list-style-type: none">• "Y" to print the Pre-Payment Summary Report• "N" not to print the Pre-Payment Summary Report.
"Do you wish to issue WAMLAP-II Payments as a batch process ?"	Enter: <ul style="list-style-type: none">• "Y" to process:<ul style="list-style-type: none">• 1 payment to applicable operation (entity) ID #• 1 payment to each "multiple producer" ID #• 1 WAMLAP-II Payment Statement for each payment• "N" not to issue WAMLAP-II payments.
"Do you wish to issue WAMLAP-II Payments with Setoff?"	Enter: <ul style="list-style-type: none">• "Y" to process:<ul style="list-style-type: none">• 1 payment to applicable operation (entity) ID #• 1 payment to each "multiple producer" ID #• 1 WAMLAP-II Payment Statement for each payment• "N" not to issue WAMLAP-II payments.
"Do you wish to issue WAMLAP-II Payments with Assignments?"	Enter: <ul style="list-style-type: none">• "Y" to process:<ul style="list-style-type: none">• 1 payment to applicable operation (entity) ID #• 1 payment to each "multiple producer" ID #• 1 WAMLAP-II Payment Statement for each payment• "N" not to issue WAMLAP-II payments.

Continued on next page

Notice PS-401

6 Processing WAMLAP-II Batch Payments (Continued)

C

WAMLAP-II Batch Payment Sequence

Based on the selections made according to subparagraph A, WAMLAP-II:

- Pre-Payment Summary Report shall:
 - allow users to **review calculations before** batch payments are issued
 - list all payments on 1 document
 - batch payments and Payment Statements shall be processed automatically:
 - as CCC-184's and EFT's, as applicable
 - except when producers are flagged for refused payments.
-

D

Formula for WAMLAP-II Batch Payments

For all WAMLAP-II payment recipients, the batch payment process:

- uses the rate in subparagraph 3 B to calculate WAMLAP-II payment
 - allocates the result to the payment shares, as applicable.
-

E

Processing Pre-Payment Summary Reports

Print a WAMLAP-II Pre-Payment Summary Report according to the following table.

Step	Action	Result
1	On Screen PWB32000, <ul style="list-style-type: none">• ENTER "Y" to the question "Do you wish to print WAMLAP-II Pre-Payment Summary Report• PRESS "Enter".	Screen PWB07500 will be displayed with the defaulted printer and number of copies.
2	On Screen PWB07500: <ul style="list-style-type: none">• change defaults, if desired• PRESS "Enter".	The Pre-Payment Summary Report will print. Menu PWB000 will be displayed.

Continued on next page

6 Processing WAMLAP-II Batch Payments (Continued)

F

WAMLAP-II Batch Payment Statements

When users elect to issue WAMLAP-II batch payments according to subparagraph A, the following sequence will occur:

- informational Screen PWE20605 will be displayed with the following message, “Wool/Mohair Market Loss Assistance Payments”
- Screen PWB07500 will be displayed and allow the user to enter:
 - printer ID to be used to print WAMLAP-II Payment Statements
 - number of copies of each Payment Statement to print.

After entries have been completed on Screen PWB07500, PRESS “Enter”. Screen PWB99910 will be displayed as shown in the following example.

077-MARTINDALE	PWB99910
WAMLAP-II Application Statement	Version: AB55 06-11-01 14:10 Term Y3
<p>PY2001 WAMLAP-II # MULTI</p> <p>WOOL/MOHAIR MARKET LOSS ASSISTANCE (WAMLAP-II)</p> <p>WAMLAP-II PAYMENT STATEMENT should now be printing on P.1.</p> <p>Do you want to reprint this form? (Y or N) . .</p> <p>Press “Enter” To Continue</p>	

The WAMLAP-II batch payment process, as applicable, will:

- issue 1 payment to the applicable operation ID number
- issue 1 payment to each “multiple producer” ID number
- print 1 WAMLAP-II Payment Statement for each **application**.

When the batch payment process is completed, Menu PWB000 will be redisplayed.

Notice PS-401

7 Canceling WAMLAP-II Payables

A

Canceling WAMLAP-II Payables

To cancel WAMLAP-II producer payables **that have been issued** for an WAMLAP-II application, on Menu PWB000:

- ENTER “4”, “Canceling WAMLAP-II Payables”
- PRESS “Enter” and Screen PWB03500 will be displayed.

Cancel payables according to the following table.

Step	Action	Result
1	On Screen PWB03500: <ul style="list-style-type: none">• enter the “WAMLAP-II Number” of the application to be canceled• PRESS “Enter”.	Screen PWB04000 will be displayed.
2	On Screen PWB04000: <ul style="list-style-type: none">• select the desired producer “Seq Num”• PRESS “Enter”.	Screen PWB03010 will be displayed.
3	On Screen PWB03010: <ul style="list-style-type: none">• ENTER, as applicable, “Y” or “N” to the question, “Is this the correct producer?”• PRESS “Enter”.	If the answer is: <ul style="list-style-type: none">• “Y”, Screen PWB40000 will be displayed showing the original application’s:<ul style="list-style-type: none">• payment year• payment date• payment amount <p>Note: The message, “This process will cancel ALL payments (CCC-184 and EFT) issued to ALL producers on this WAMLAP-II application.” will be displayed.</p> <ul style="list-style-type: none">• “N”, Screen PWB03500 will be redisplayed. Go back to step 1.
4	On Screen PWB40000: <ul style="list-style-type: none">• ENTER, as applicable, “Y” or “N” to the question, “Do you wish to cancel this WAMLAP-II Application’s Payments?”• PRESS “Enter”.	If “Y” is entered, processing will continue as determined by Accounting according to the status and method of payment. After Accounting finishes processing, Menu PWB000 will be displayed.
		If “N” is entered, Menu PWB000 will be displayed.

8 Printing Stored WAMLAP-II Payment Statements

A

Stored Payment Statements

Any time **after** WAMLAP-II payments have been issued, County Offices can print stored WAMLAP-II Payment Statements for:

- all applications
- for a single application
- for a range of applications.

To print stored WAMLAP-II Payment Statements, on Menu PWB000:

- ENTER “7”, “Print Stored WAMLAP-II Payment Statement Data”
- PRESS “Enter”, and Screen PWB09000 will be displayed.

On Screen PWB09000:

- enter application number(s) to be printed
- PRESS “Enter”, and Screen PWB07500 will be displayed.

On Screen PWB07500:

- enter the printer ID to be used
 - enter the number of copies requested
 - PRESS “Enter”, and Screen PWB99910 will be displayed allowing the user an opportunity to reprint the forms.
-